

Senior Leadership Team Meeting Agenda

6/30/14

1:00-2:30 p.m. (RA Conference Room)

Shaun McGrath		Julie DalSoglio		Bob Ward		Deb Thomas	
Howard Cantor		Eddie Sierra		Paul Logan		Callie Videtich	
Mike Shanahan		Darcy O'Connor		Martin Hestmark		Patrice Kortuem	
Joan Card		Paula Smith		Sandy Stavnes		Wayne Anthofer	
Alfreda Mitre		Pat Gilbride				Bridget Dunlap	
Betsy Varcoe, Recorder		Jeffrey Martinez					

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| 1. HQ Call | 15 min. | 1:00-1:15 |
| 2. RA/DRA/Policy Advisor Highlights | 15 min. | 1:15-1:30 |
| 3. Calendar Updates/Meeting Prep - focus on areas where RA has questions | 15 min. | 1:30-1:45 |
| 4. Report out from Deputies | 10 min. | 1:45-1:55 |
| 5. Round Robin | 15 min. | 1:55-2:10 |
| 6. Special Topics | | |
| A. Reshaping Efforts – Champion Check-In | 10 min. | 2:10-2:20 |
| B. Lead ARAs for SLT meetings* next quarter (July-Aug-Sep) | 5 min. | 2:20-2:25 |
| 7. Meeting Closure | 5 min. | 2:25-2:30 |

*ARAs will be assigned, on a quarterly basis, to close the meetings.

During the last 5 minutes of each SLT meeting, the quarterly lead ARAs will:

- Recap action items, identifying the leads and due dates.
- If decisions are made, recap decisions and next steps and agree on key messages to be communicated and to whom.
- Clearly identify roles of Deputies and ARAs for action items.

Parking Lot/Future Discussions

1. Succession planning